

**WINN PARISH SHERIFF  
WINNFIELD, LOUISIANA**

**ANNUAL FINANCIAL REPORT  
JUNE 30, 2007**

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date

1/23/08

Winn Parish Sheriff  
Winnfield, Louisiana  
June 30, 2007

TABLE OF CONTENTS

	<u>Exhibit</u>	<u>Page</u>
Required Supplementary Information		
Management's Discussion and Analysis	-	1-5
Independent Auditor's Report		6-7
Basic Financial Statements		
Government-Wide Financial Statements		
Statement of Net Assets	A	10
Statement of Activities	B	11
Fund Financial Statements		
Balance Sheet-Governmental Fund	C	13
Statement of Revenues, Expenditures and Changes in Fund Balance	D	14
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balance of the Governmental Fund to the Statement of Activities	E	15
Statement of Fiduciary Net Assets-Fiduciary Funds	F	16
Notes to Financial Statements	-	18-27
Other Required Supplementary Information		
Budgetary Comparison Schedule	G	29

Winn Parish Sheriff  
Winnfield, Louisiana  
June 30, 2007

TABLE OF CONTENTS  
(continued)

	<u>Exhibit</u>	<u>Page</u>
Supplemental Information Schedules		
Fiduciary Funds-Agency Funds	H	31
Combining Schedule of Changes in Net Assets- Fiduciary Funds-Agency Funds	I	32-33
Compliance and Other Matters		
Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	J	35-36
Schedule of Prior Year Audit Findings	K	37

# WINN PARISH SHERIFF

P. O. Box 303  
Winnfield, LA 71458-0303

## MANAGEMENT'S DISCUSSION AND ANALYSIS

Within this section of the Winn Parish Sheriff's (the Sheriff) annual financial report, the Sheriff's management is providing this narrative discussion and analysis of the financial activities for the fiscal year ended June 30, 2007. The Sheriff's financial performance is discussed and analyzed within the context of the accompanying financial statements and disclosures following this section.

### FINANCIAL HIGHLIGHTS

The Sheriff's assets exceeded its liabilities (net assets) on June 30, 2007 and 2006, by \$965,222 and \$1,033,061, respectfully. Total Net Assets are comprised of the following:

	<u>June 30, 2007</u>	<u>June 30, 2006</u>
Capital assets, net of related debt	\$344,089	\$343,519
Unrestricted net assets which represent the portion available to maintain continuing obligations to citizens and creditors	\$621,133	\$689,542

### GOVERNMENTAL-WIDE FINANCIAL STATEMENTS

This report consists of a series of financial statements. The Statement of Net Assets and the Statement of Activities provide information about the activities of the Sheriff as whole and present a longer-term view of the Sheriff's finances. These statements tell how the services were financed in the short-term as well as what remains for future spending.

### FUND FINANCIAL STATEMENTS

A fund is an accountability unit used to maintain control over resources segregated for specific activities. The Sheriff uses funds to ensure and demonstrate compliance with finance related laws and regulations. These statements report short-term fiscal accountability focusing on the use of spendable resources and balances of spendable resources at the end of the year. As the Government-wide Financial Statements includes the long-term view, comparisons between these two views may provide insight into the long-term impact as short-term financing decreases. Both the governmental fund balance sheet and the governmental fund operating statement provide a reconciliation to assist in understanding the difference between these two views.

Fiduciary funds are reported in the fund financial statements and report taxes collected for other taxing bodies and deposits held pending court action. The Sheriff reports these as agency funds.

#### **OTHER INFORMATION**

In addition to the basic financial statements and accompanying notes, this report also presents Other Required Supplementary Information consisting of a comparison of budgeted revenues and expenditures to actual revenues and expenditures.

#### **FINANCIAL ANALYSIS OF THE SHERIFF AS A WHOLE**

Over time, as year-to-year financial information is accumulated on a consistent basis, changes in net assets may be observed and used to discuss the changing financial position of the Sheriff as a whole.

A summary of the basic government-wide financial statements is as follows:

Summary of Statement of Net Assets

	<u>2007</u>	<u>2006</u>
ASSETS:		
Cash & Cash Equivalents	\$ 603,419	\$ 675,838
Receivables	22,136	24,396
Due From Other Funds	7,059	7,233
Prepaid Expenses	8,516	9,268
Accrued Interest	2,995	0
Capital Assets (net)	<u>370,782</u>	<u>395,313</u>
Total Assets	<u>\$1,014,914</u>	<u>\$1,112,048</u>
LIABILITIES:		
Accounts Payable	\$ 22,693	\$ 22,770
Payroll and Related Liabilities	0	2,174
Due to Other Funds	299	2,249
Long Term Debt-Capital Lease	<u>26,700</u>	<u>51,794</u>
Total Liabilities	<u>\$ 49,692</u>	<u>\$ 78,987</u>
NET ASSETS:		
Invested in Capital Assets, Net of Related Debt	\$ 344,089	\$ 343,519
Unrestricted Net Assets	<u>621,133</u>	<u>689,542</u>
Total Net Assets	<u>\$ 965,222</u>	<u>\$1,033,061</u>

## Summary of Statement of Activities

Comparative data for government-wide information is presented to assist analysis in future years. The following table provides a summary of the Sheriff's changes in net assets:

	<u>2007</u>	<u>2006</u>
REVENUES:		
Charges for Services/Fines	\$ 382,490	\$ 504,675
Operating and Capital Grants	294,772	122,113
Ad Valorem Taxes	1,060,600	1,039,068
Miscellaneous	<u>18,233</u>	<u>45,029</u>
Total Revenues	<u>\$1,756,095</u>	<u>\$1,710,885</u>
EXPENSES:		
Public Safety	<u>\$1,823,934</u>	<u>\$1,750,085</u>
Changes in Net Assets	<u>\$ (67,839)</u>	<u>\$ (39,200)</u>

The change in net assets for 2007 is \$(67,839), which is a decrease of \$28,639 from the previous year.

**GOVERNMENTAL FUNCTIONAL EXPENSES**

The total function of the Sheriff is public safety - law enforcement activities.

**GENERAL BUDGETARY HIGHLIGHTS**

For the year ended June 30, 2007, both revenues and expenditures were within the 5% variance allowed.

**CONTACTING THE SHERIFF'S OFFICE**

This financial report is designed to provide a general overview of the Sheriff's finances, compliance with governmental financial reporting laws and regulations and demonstrate the Sheriff's commitment to public accountability. If you have additional questions about this report or would like to request additional information, contact James Jordan, Sheriff, P. O. Box 950, Winnfield, LA 71483-0950.



# *Johnson, Thomas & Cunningham*

*Certified Public Accountants*

*Eddie G. Johnson, C.P.A. — A Professional Corporation (1927-1996)*

*Mark D. Thomas, C.P.A. — A Professional Corporation*

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## INDEPENDENT AUDITOR'S REPORT

James Jordan, Sheriff  
of Winn Parish  
P. O. Box 950  
Winnfield, LA 71483-0950

We have audited the accompanying financial statements of the governmental activities, the major fund and fiduciary funds of the Winn Parish Sheriff as of and for the year ended June 30, 2007, which collectively comprise the Sheriff's basic financial statements as listed in the Table of Contents. These financial statements are the responsibility of the Winn Parish Sheriff's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the major fund, and the fiduciary funds of the Winn Parish Sheriff, as of June 30, 2007, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued a report dated December 27, 2007, on our consideration of the Winn Parish Sheriff's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in conjunction with this report in considering the results of our audit.

The Management's Discussion and Analysis on pages 1 through 5 and the budgetary information on page 29 are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. For the Management's Discussion and Analysis, we have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it. The budgetary information has been subjected to the auditing procedures applied in the audit of the basic financial statements and in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the Sheriff's basic financial statements. The supplemental information schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. This information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

*Johnson, Thomas & Cunningham*

Johnson, Thomas & Cunningham, CPA's

December 27, 2007

Natchitoches, Louisiana

## BASIC FINANCIAL STATEMENTS

GOVERNMENT-WIDE  
FINANCIAL STATEMENTS

Winn Parish Sheriff  
Winnfield, Louisiana  
Statement of Net Assets  
June 30, 2007

	Governmental <u>Activities</u>
ASSETS:	
Current Assets:	
Cash & Cash Equivalents	\$ 603,419
Revenue Receivable	22,136
Due From Other Funds	7,059
Prepaid Expenses	8,516
Accrued Interest	<u>2,995</u>
Total Current Assets	\$ 644,125
Non-current Assets:	
Capital Assets (Net)	<u>370,789</u>
Total Assets	<u>\$1,014,914</u>
LIABILITIES:	
Current Liabilities:	
Accounts Payable	\$ 22,693
Due to Other Funds	299
Current Portion of Long-term Debt	<u>26,700</u>
Total Current Liabilities	\$ 49,692
Long Term Debt-Capital Lease	<u>0</u>
Total Liabilities	<u>\$ 49,692</u>
NET ASSETS:	
Invested in Capital Assets, Net of Related Debt	\$ 344,089
Unrestricted	<u>621,133</u>
Total Net Assets	<u>\$ 965,222</u>

See notes to financial statements.

**Winn Parish Sheriff**

Winnfield, Louisiana

## Statement of Activities

June 30, 2007

<u>Activities</u>	<u>Expenses</u>	<u>Program Revenues</u> Fees, Fines Commissions, and Charges for Services	<u>Operating</u> Grants and Contributions	<u>Net (Expense)</u> Revenue and Changes in Net Assets
<u>Governmental Activities:</u>				<u>Government Activities</u>
Public Safety	\$1,823,934	\$382,490	\$294,772	\$(1,146,672)
General Revenues:				
Taxes-				
Ad Valorem				\$ 1,060,600
Miscellaneous				18,233
Total General Revenues				\$ 1,078,833
Change in Net Assets				\$ (67,839)
Net Assets at Beginning of Year				1,033,061
Net Assets at End of Year				\$ 965,222

See notes to financial statements.

FUND FINANCIAL STATEMENTS

Winn Parish Sheriff  
Winnfield, Louisiana  
Balance Sheet-Governmental Fund  
June 30, 2007

ASSETS:

Cash & Cash Equivalents	\$ 603,419
Revenue Receivable	22,136
Due From Other Funds	7,059
Prepaid Expenses	8,516
Accrued Interest	<u>2,995</u>
Total Assets	\$ <u>644,125</u>

LIABILITIES:

Accounts Payable	\$ 22,693
Due to Other Funds	<u>299</u>
Total Liabilities	\$ 22,992

FUND BALANCE:

Unreserved	<u>621,133</u>
Total Liabilities and Fund Balance	\$ <u>644,125</u>

Amounts reported for Governmental Activities  
in the Statement of Net Assets are different because:

Total Fund Balance	\$ 621,133
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Capital Assets used in Governmental Activities are not  
financial resources and, therefore, are not reported  
in the funds-

Capital Assets	1,073,217
Less, Accumulated Depreciation	<u>(702,428)</u>
Total Net Assets	\$ 370,789
Long Term Debt	<u>(26,700)</u>

Net Assets of Governmental Activities	\$ <u>965,222</u>
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See notes to financial statements.



Winn Parish Sheriff  
Winnfield, Louisiana  
Statement of Revenues, Expenditures and Change in Fund Balance  
For the Year Ended June 30, 2007

REVENUES:

Taxes-	
Ad Valorem	\$1,060,600
Fees, Fines, Commissions & Charges for Services-	
Civil & Criminal Fees	77,573
Commissions-Fines & Bonds	23,780
Prisoner Maintenance	169,799
Other Fees, Fines, Commissions & Charges for Services	111,338
Operating Grants & Contributions-	
Federal Grant	97,107
Law Enforcement Grant	8,435
State Supplemental Pay	58,869
State Revenue Sharing	113,066
Other Operating Grants & Contributions	17,295
Miscellaneous-	
Interest	13,643
Sales of Surplus Property	<u>4,590</u>
Total Revenues	<u>\$1,756,095</u>

EXPENDITURES:

Public Safety-	
Current-	
Personnel Services & Related Benefits	\$1,306,407
Operating Services	210,220
Materials & Supplies	224,374
Travel & Other Charges	19,168
Capital Outlay	<u>64,334</u>
Total Expenditures	<u>\$1,824,503</u>
Deficiency of Revenues over Expenditures	\$ (68,408)
Fund Balance-Beginning of Year	<u>689,541</u>
Fund Balance-End of Year	<u>\$ 621,133</u>

See notes to financial statements.

Winn Parish Sheriff  
Winnfield, Louisiana  
Reconciliation of the Statement of Revenues, Expenditures and  
Change in Fund Balance of the Governmental Fund  
to the Statement of Activities  
For the Year Ended June 30, 2007

Net Change in Fund Balance - Governmental Fund	\$(68,408)
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Amounts reported for Governmental Activities  
in the Statement of Activities are different because:

Governmental Fund report Capital Outlays as expenditures.  
However, in the Statement of Activities, the cost of these  
assets is allocated over their estimated useful lives as depre-  
ciation expense. The current year amounts for these items were-

Capital Expenditures	64,334
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Depreciation Expense	(88,859)
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Payments made on Long-term Debt are shown as expenditures  
in the Governmental Funds, but the payments reduce Long-term  
Liabilities in the Statement of Net Assets. Changes in Long-term  
Debt were

<u>25,094</u>
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Change in Net Assets of Governmental Activities	<u>\$(67,839)</u>
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See notes to financial statements.

Winn Parish Sheriff  
Winnfield, Louisiana  
Fiduciary Fund Type-Agency Funds  
Statement of Fiduciary Net Assets  
For the Year Ended June 30, 2007

	<u>Sheriff's Civil Fund</u>	<u>Cash Bond Fund</u>	<u>Tax Collector Fund</u>	<u>Total</u>
ASSETS:				
Cash & Cash Equivalents	\$754	\$10,689	\$348,955	\$360,398
Due From Other Funds	<u>0</u>	<u>0</u>	<u>299</u>	<u>299</u>
Total Assets	<u>\$754</u>	<u>\$10,689</u>	<u>\$349,254</u>	<u>\$360,697</u>
LIABILITIES:				
Unsettled Deposits	<u>\$754</u>	<u>\$10,689</u>	<u>\$349,254</u>	<u>\$360,697</u>

See notes to financial statements.

NOTES TO FINANCIAL STATEMENTS

Winn Parish Sheriff  
Winnfield, Louisiana  
Notes to Financial Statements  
June 30, 2007

**1. Introduction:**

As provided by Article V, Section 27 of the Louisiana Constitution of 1974, the Sheriff serves a four-year term as the chief executive officer of the law enforcement district and ex-officio tax collector of the parish. The Sheriff administers the parish jail system and exercises duties required by the parish court system, such as providing bailiffs, executing orders of the court, and serving subpoenas. As the ex-officio tax collector of the parish, the Sheriff is responsible for the collection and distribution of ad valorem property taxes, state revenue sharing funds, parish occupational licenses and fines, costs, and bond forfeitures imposed by the District Court.

As the chief law enforcement officer of the parish, the Sheriff has the responsibility of enforcing state and local laws and ordinances within the territorial boundaries of the parish. The Sheriff provides protection to the residents of the parish through on-site patrols and investigations and serves the residents of the parish through the establishment of neighborhood watch programs, anti-drug abuse programs, and other community-involvement programs. In addition, the Sheriff, when requested, provides assistance to other law enforcement agencies within the parish.

In accordance with certain laws the Sheriff accounts for the collection and disbursement of bonds, fines and costs and forfeitures imposed by the district court.

**2. Summary of Significant Accounting Policies:**

**A. Reporting Entity-**

For financial reporting purposes, the Sheriff includes all funds and activities that are controlled by the Sheriff as an independently elected parish official. As an independently elected parish official, the Sheriff is solely responsible for the operations of his office, which include the hiring and retention of employees, authority over budgeting, responsibility for deficits, and the receipt and disbursement of funds. Other than certain operating expenditures of the Sheriff's office that are paid or provided by the parish police jury as required by Louisiana law, the Sheriff is financially independent.

Accordingly, the Sheriff is a separate governmental reporting entity. Certain units of local government, over which the Sheriff exercises no oversight responsibility, such as the parish police jury, parish school board, other independently elected parish officials, and municipalities within the parish, are excluded from the accompanying financial statements. These units of government are considered separate reporting entities and issue financial statements separate from those of the Parish Sheriff.

Winn Parish Sheriff  
Winnfield, Louisiana  
Notes to Financial Statements  
June 30, 2007

B. Basis of Presentation-

Government-Wide Financial Statements-

The Statement of Net Assets and Statement of Activities report information about the reporting government as a whole. They include all funds of the reporting entity. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange revenues.

The Statement of Activities presents a comparison between direct expenses and program revenues for each function of the Sheriff's governmental activities. Direct expenses are those that are specifically associated with a program or function. Program revenues include (a) fees and charges paid by the recipient for goods or services offered by the program, and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Fund Financial Statements-

The Sheriff's Office uses funds to maintain its financial records during the year. Fund accounting is designed to demonstrate legal compliance and to aid management by segregating transactions related to certain Sheriff functions and activities. A fund is defined as a separate fiscal and accounting entity with a self-balancing set of accounts. The various funds of the Sheriff are classified into two categories: governmental and fiduciary. The emphasis on fund financial statements is on major funds, each displayed in a separate column. A fund is considered major if it is the primary operating fund of the Sheriff or its total assets, liabilities, revenues, or expenditures of the individual governmental fund is at least 10 percent of the corresponding total for all governmental funds. The funds of the Sheriff are described as follows:

Governmental Funds-

General Fund

The General Fund, as provided by Louisiana Revised Statute 33:1422 is the principal fund and is used to account for the operations of the Sheriff's office. The Sheriff's primary source of revenue is an ad valorem tax levied by the law enforcement district. Other sources of revenue include commissions on state revenue sharing, state supplemental pay for deputies, civil and criminal fees, fees for court attendance and maintenance of prisoners, and various other reimbursements, fees, grants, and commissions. General operating expenditures are paid from this fund.

Winn Parish Sheriff  
Winnfield, Louisiana  
Notes to Financial Statements  
June 30, 2007

Fiduciary Funds-

Fiduciary Fund Financial Statements

Fiduciary Fund Financial Statements present a Statement of Net Assets. The only funds accounted for in this category by the Sheriff are agency funds. The agency funds account for assets held by the Sheriff as an agent for various taxing bodies (tax collections) and for deposits held pending court action. These funds, which are custodial in nature (assets equal liabilities); do not involve measurement of results of operations. Consequently, the agency funds have no measurement focus, but use the modified accrual basis of accounting.

C. Measurement Focus/Basis of Accounting-

Basis of accounting refers to when revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied.

Accrual Basis - Government-Wide Financial Statements

The Statement of Net Assets and the Statement of Activities display information about the Sheriff as a whole. Both of these statements have been prepared using the economic measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

Modified Accrual Basis - Fund Financial Statements

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., when they are both measurable and available. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The Sheriff considers all revenues "available" if they are collected within 60 days after year-end. Expenditures are generally recorded under the modified accrual basis of accounting when the related liability is incurred. The exceptions to this general rule are that (1) unmatured principal and interest on long-term debt, if any, are recorded when due and (2) claims and judgments and compensated absences are recorded as expenditures when paid with expendable available financial resources.

Winn Parish Sheriff  
Winnfield, Louisiana  
Notes to Financial Statements  
June 30, 2007

D. Assets, Liabilities, and Equity-

Cash and Interest-Bearing Deposits

For purposes of the Statement of Net Assets, cash and interest-bearing deposits include all demand accounts, savings accounts, and certificates of deposit of the Sheriff.

Capital Assets

Capital assets, which include property, plant, and equipment, are reported in the governmental activities column in the government-wide financial statements. Capital assets are capitalized at historical cost or estimated cost if historical cost is not available. Donated assets are recorded as capital assets at their estimated fair market value at the date of donation. The Sheriff maintains a threshold level of \$500 or more for capitalizing capital assets.

The costs of normal maintenance and repairs that do not add to the value of that asset or materially extend the life of that asset are not capitalized.

Depreciation of all exhaustible capital assets is recorded as an expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Assets. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation.

The range of useful lives by type of asset is as follows:

Vehicles	5 year
Furniture and Fixtures	5-12 year
Buildings	40 year

Equity Classifications

In the government-wide statements, equity is classified as net assets and displayed in three components:

- a. Invested in capital assets, net of related debt—Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. Restricted net assets—Consists of net assets with constraints placed on their use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provision or enabling legislation.



Winn Parish Sheriff  
Winnfield, Louisiana  
Notes to Financial Statements  
June 30, 2007

- c. Unrestricted net assets—All other net assets that do not meet the definition of “restricted” or “invested in capital assets, net of related debt”.

In the fund statements, governmental fund equity is classified as fund balance. Fund balance is further classified as reserved and unreserved, with unreserved further split between designated and undesignated.

E. Budget-

Prior to the beginning of each fiscal year, the Sheriff adopts a budget for the next fiscal year. The budget is open for public inspection. All budgetary appropriations lapse at the end of the fiscal year. The budget is prepared on the modified accrual basis of accounting.

F. Estimates-

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues, expenditures and expenses during the reporting period. Actual results could differ from those estimates.

G. Compensated Absences –

Employees are not allowed to carry leave forward from year to year, therefore, there is no entry made for compensated absences.

3. **Levied Taxes:**

The Sheriff levied the following ad valorem taxes for 2007.

Constitutional	11.09	indefinite
Law Enforcement District	9.40	expires 2010

Winn Parish Sheriff  
Winnfield, Louisiana  
Notes to Financial Statements  
June 30, 2007

The taxes are normally collected in December of the current year and January and February of the ensuing year. Property taxes are recorded as receivables and revenues in the year assessed. The property tax calendar was as follows:

Assessment date	January 1
Levy date	June 30
Tax bills mailed	October 15
Total taxes due	December 31
Penalties & interest added	January 31 of ensuing year
Tax Sale	May 15 of ensuing year

Total assessed value was \$68,183,050 in 2007. Louisiana state law exempts the first \$75,000 of assessed value of a taxpayer's primary residence from parish property tax. This homestead exemption was a total of \$15,470,308 in 2007 of the assessed value. The following are the principal taxpayers for the parish:

<u>Taxpayer</u>	<u>Assessed Valuation</u>	<u>Percentage of Total Assessed Value</u>
Weyerhaeuser	\$6,281,700	9.2%
Entergy Louisiana, Inc.	\$4,231,830	6.2%
West Fraser (South), Inc.	\$3,509,590	5.2%
Plum Creek	\$1,870,350	2.7%
Bell South Telecommunications	\$1,495,680	2.2%
Bank of Winnfield & Trust Co.	\$1,463,520	2.1%
PBS Lumber Manufacturing, LLC	\$1,147,709	1.7%
Autumn Leaves Properties, LLC	\$ 966,680	1.4%
Gulf South Pipeline	\$ 959,100	1.4%
Six C Properties, LLC	\$ 919,520	1.4%

**4. Cash, Cash Equivalents and Investments:**

Cash and investments are held separately by each of the Sheriff's funds. At June 30, 2007, cash and investments totaled \$961,053 (book balances), including \$2,765 cash on hand. Bank account and investment balances at June 30, 2007, totaled \$985,868. Of this amount, \$211,185 was insured by FDIC and \$774,683 was secured by pledged securities. Even though the pledged securities are considered uncollateralized (Category 3) under the provisions of GASB Statement No. 3, LA R.S. 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the Sheriff that the fiscal agent has failed to pay deposited funds upon demand.

Winn Parish Sheriff  
Winnfield, Louisiana  
Notes to Financial Statements  
June 30, 2007

**5. Capital Assets:**

Capital asset balances and activity for the year ended June 30, 2007, are as follows:

<u>Governmental Activities</u>	<u>Balance 07-01-06</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance 06-30-07</u>
Capital Assets, not Depreciated:				
Land	\$ 8,000	\$ 0	\$ 0	\$ 8,000
Capital Assets, Depreciated:				
Office Furniture				
Fixtures and Equipment	455,110	38,058	0	493,168
Vehicles	476,959	26,276	(46,950)	456,285
Buildings	<u>115,764</u>	<u>0</u>	<u>0</u>	<u>115,764</u>
Total Assets	<u>\$1,055,833</u>	<u>\$ 64,334</u>	<u>\$(46,950)</u>	<u>\$1,073,217</u>
Less, Accumulated Depreciation:				
Office Furniture				
Fixtures and Equipment	\$ 318,595	\$ 7,464	\$ 0	\$ 326,059
Vehicles	319,930	78,525	46,950	351,505
Buildings	<u>21,995</u>	<u>2,869</u>	<u>0</u>	<u>24,864</u>
Total Depreciation	<u>\$ 660,520</u>	<u>\$ 88,858</u>	<u>\$ 46,950</u>	<u>\$ 702,428</u>
Net Capital Assets	<u>\$ 395,313</u>	<u>\$(24,524)</u>	<u>\$ 0</u>	<u>\$ 370,789</u>

**6. Receivables:**

The following is a summary of receivables at June 30, 2007:

Class of Receivable

Federal Grants	\$ 825
Interest	19
State Supplemental Pay	4,800
Prisoners Maintenance	12,660
Other Fees, Fines, and Commissions	<u>3,832</u>
Total	<u>\$22,136</u>

Winn Parish Sheriff  
Winnfield, Louisiana  
Notes to Financial Statements  
June 30, 2007

**7. Pension Plan:**

*Plan Description.* Substantially all employees of the Winn Parish Sheriff's office are members of the Louisiana Sheriff's Pension and Relief Fund (System), a multiple-employer (cost-sharing), public employee retirement system (PERS), controlled and administered by a separate board of trustees.

All sheriffs and all deputies who are 18 year or older at the time of original employment, who earn not less than \$400 per month if employed after September 7, 1979, and before January 1, 1991; \$550 if employed between January 1, 1991, and December 31, 1999; and \$800 if employed after January 1, 2000, are required to participate in the System. Employees are eligible to retire at or after age 55 with at least 12 years of credited service and receive a benefit, payable monthly for life, equal to 3.33 percent of their final-average salary for each year of credited service. The retirement benefit cannot exceed 100 percent of their final-average salary. Final-average salary is the employee's average salary over the 36 consecutive or joined months that produce the highest average. Employees who terminate with at least 12 years of service and who do not withdraw their employee contributions may retire at or after age 55 and receive the benefit accrued to their date of termination as indicated previously. Employees who terminate with at least 20 years of credited service are also eligible to elect early benefits between ages 50 and 55 with reduced benefits equal to the actuarial equivalent of the benefit to which they would otherwise be entitled at 55. The System also provides death and disability benefits. Benefits are established by state statute.

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Louisiana Sheriffs Pension and Relief Fund, 6554 Florida Blvd., Suite 215, Baton Rouge, LA 70806 or by calling (800) 586-9049.

*Funding Policy.* Plan members are required by state statute to contribute 11 percent of their annual covered salary and the Winn Parish Sheriff is required to contribute at an actuarially determined rate. The current rate is 10 percent of annual covered payroll. Contributions to the System also include one-half of one percent of the taxes shown to be collectible by the tax rolls of each parish and funds as required and available from insurance premium taxes. The contribution requirements of plan members and the Winn Parish Sheriff are established and may be amended by state statute. As provided by Louisiana Revised Statute 11:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The Winn Parish Sheriffs contributions to the System for the years ending June 30, 2007, 2006, and 2005, were \$96,868, \$93,159, and \$83,104, respectively, equal to the required contributions for each year.

Winn Parish Sheriff  
Winnfield, Louisiana  
Notes to Financial Statements  
June 30, 2007

**8. Post-Retirement Benefits:**

The Sheriff provides certain continuing healthcare and life insurance benefits for retired employees. Substantially all of the Sheriff's employees become eligible for these benefits upon retirement. These benefits for retirees are provided through an insurance company whose monthly premium is paid jointly by the retiree and the Sheriff. The Sheriff recognizes the cost of providing these benefits as an expenditure when the monthly premiums are paid. The cost of these post-retirement benefits was \$26,666 for 2007.

**9. Changes in Agency Balances:**

A summary of changes in agency balances due to taxing bodies and others follows:

Governmental Activities	Balance <u>07-01-06</u>	<u>Additions</u>	<u>Deletions</u>	Balance <u>06-30-07</u>
Sheriff's Civil Fund	\$ (2,249)	\$ 375,933	\$ 372,930	\$ 754
Cash Bond Fund	14,758	160,474	164,543	10,689
Tax Collector's Fund	<u>527,816</u>	<u>6,278,687</u>	<u>6,457,249</u>	<u>349,254</u>
Total	<u>\$540,325</u>	<u>\$6,815,094</u>	<u>\$6,994,722</u>	<u>\$360,697</u>

**10. Leases:**

On April 4, 2006, the Winn Parish Sheriff entered into a capital lease for four patrol automobiles. The capital lease has a governmental appropriations clause which provides that the Sheriff can return the vehicles at any point during the lease if revenues are not sufficient to continue the lease. If the Sheriff continues the lease to its termination, then such vehicles are titles to the Sheriff for a nominal cost of \$1. The Sheriff is responsible for insurance and repairs on such vehicles during the lease.

The annual debt service requirements to maturity, including interest payments of \$1,708 are as follows:

Year Ending <u>June 30</u>	
2008	<u>\$28,408</u>

Winn Parish Sheriff  
Winnfield, Louisiana  
Notes to Financial Statements  
June 30, 2007

The following is a summary of changes on long-term debt for the year ended June 30, 2007:

Balance July 1, 2006	\$ 51,794
Additions	0
Reductions	<u>(25,094)</u>
Balance June 30, 2007	<u>\$ 26,700</u>

**11. Taxes Paid under Protest:**

The unsettled balances due to taxing bodies and others in the agency fund at June 30, 2007, include \$316,280 of taxes paid under protest. These funds are held pending resolution of the protest and are accounted for in the Tax Collector Agency Fund.

**12. State Revenue Sharing Funds:**

The revenue sharing funds were distributed as follows:

Winn Parish:	
Police Jury	\$ 99,538
School Board	85,008
Assessor	28,189
Sheriff	113,066
Pension Funds	<u>7,386</u>
Total	<u>\$333,187</u>

**13. Expenditures of the Sheriff's Office Paid by the Parish Police Jury:**

The Sheriff's office is located in the parish courthouse. Expenditures for maintenance and operation of the parish courthouse, as required by state statute, are paid by the Winn Parish Police Jury.

**14. On-Behalf Payments:**

Certain employees of the Winn Parish Sheriff receive supplemental pay from the State. In accordance with GASB Statement No. 24, the Sheriff has recorded revenues and expenditures for these payments in the General Fund. Revenues and expenditures under this arrangement totaled \$58,869.

OTHER REQUIRED  
SUPPLEMENTARY INFORMATION

Winn Parish Sheriff  
Winnfield, Louisiana  
General Fund  
Budgetary Comparison Schedule  
For the Year Ended June 30, 2007

	<u>Budget Original</u>	<u>Budget Final</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
REVENUES:				
Taxes-				
Ad Valorem	\$1,032,000	\$1,107,416	\$1,060,600	\$(46,816)
Fees, Fines, Commissions & Charges for Services	315,250	298,117	382,490	84,373
Intergovernmental	285,000	299,960	294,772	(5,188)
Other Revenues	<u>36,700</u>	<u>58,861</u>	<u>18,233</u>	<u>(40,628)</u>
Total Revenues	<u>\$1,668,950</u>	<u>\$1,764,354</u>	<u>\$1,756,095</u>	<u>\$ (8,259)</u>
EXPENDITURES:				
Public Safety-				
Current-				
Personnel Services & Related Benefits	\$1,275,259	\$1,319,433	\$1,306,407	\$ 13,026
Operating Services	137,935	142,049	210,220	(68,171)
Materials & Supplies	189,600	207,035	224,374	(17,339)
Travel & Other Charges	17,500	24,623	19,168	5,455
Capital Outlay	<u>46,367</u>	<u>88,291</u>	<u>64,334</u>	<u>23,957</u>
Total Expenditures	<u>\$1,666,661</u>	<u>\$1,781,431</u>	<u>\$1,824,503</u>	<u>\$(43,072)</u>
Deficiency of Revenues over Expenditures	\$ 2,289	\$ (17,077)	\$ (68,408)	\$(51,331)
Other Financing Sources	<u>2,000</u>	<u>4,500</u>	<u>0</u>	<u>4,500</u>
Deficiency of Revenues over Expenditures	\$ 4,289	\$ (12,577)	\$ (68,408)	\$(55,831)
Fund Balance-Beginning of Year	<u>689,541</u>	<u>689,541</u>	<u>689,541</u>	\$ 0
Fund Balance-End of Year	<u>\$ 693,830</u>	<u>\$ 676,964</u>	<u>\$ 621,133</u>	<u>\$(55,831)</u>

See accountant's report.



## SUPPLEMENTAL INFORMATION SCHEDULES

Winn Parish Sheriff  
Winnfield, Louisiana  
Supplemental Information Schedules  
as of and for the Year Ended June 30, 2007

FIDUCIARY FUNDS - AGENCY FUNDS

SHERIFF'S FUNDS

The Sheriff's Civil Fund accounts for funds held in civil suits, sheriff's sales, and garnishments and the disbursement of these collections to the proper recipients in accordance with applicable laws.

The Sheriff's Cash Bond Fund accounts for collection of cash bonds. Upon order of the District Court, these funds are either refunded to the litigant or transferred to the Tax Collector Fund for distribution to the proper recipients in accordance with applicable laws.

TAX COLLECTOR FUND

Article V, Section 27 of the Louisiana Constitution of 1974, provides that the Sheriff serve as the collector of state and parish taxes and fees. The Sheriff is responsible for the collection and distribution of ad valorem property taxes, state revenue sharing funds, parish licenses, and fines, costs and bond forfeitures imposed by the District Court. The Tax Collector Fund is used to account for the collection of these taxes and fees and the resulting distribution to the appropriate taxing bodies.

Winn Parish Sheriff  
Winnfield, Louisiana  
Fiduciary Fund Type-Agency Funds  
Combining Schedule of Changes in Net Assets  
For the Year Ended June 30, 2007

	Sheriff's Civil <u>Fund</u>	Cash Bond <u>Fund</u>	Tax Collector <u>Fund</u>	<u>Total</u>
Unsettled Balances-Beginning of Year	\$ <u>(2,249)</u>	\$ <u>14,758</u>	\$ <u>527,816</u>	\$ <u>540,325</u>
ADDITIONS:				
Deposits-				
Ad Valorem Taxes	\$ 0	\$ 0	\$5,599,939	\$5,599,939
State Revenue Sharing (see Note 12)	0	0	333,207	333,207
Sheriff's Sales	193,926	0	0	193,926
Garnishments	88,820	0	0	88,820
Parish Licenses	0	0	57,360	57,360
Fines & Costs	0	160,278	257,704	417,982
Other Deposits	<u>93,187</u>	<u>196</u>	<u>30,477</u>	<u>123,860</u>
Total Additions	<u>\$375,933</u>	<u>\$160,474</u>	<u>\$6,278,687</u>	<u>\$6,815,094</u>
DEDUCTIONS:				
Deposits Settled to-				
Louisiana Department of				
Agriculture & Forestry	\$ 0	\$ 0	\$ 29,996	\$ 29,996
North LA Crime Lab	0	0	11,964	11,964
Winn Parish-				
Police Jury	0	0	1,166,112	1,166,112
School Board	0	0	2,612,246	2,612,246
Sheriff's General Fund	71,074	15,482	1,278,113	1,364,669
Sheriff's Tax Collector Fund	0	143,109	0	143,109
Clerk of Court	0	0	45,536	45,536
Assessor	0	0	299,028	299,028
Fire Protection District No. 3	0	0	662,225	662,225
Pension Funds	0	0	165,971	165,971
Eighth Judicial District-				
District Attorney	0	0	19,674	19,674
District Court	0	0	56,368	56,368
Criminal Court Fund	0	0	50,937	50,937
Indigent Defender Board	0	0	28,144	28,144

Continued next page.

Winn Parish Sheriff  
Winnfield, Louisiana  
Fiduciary Fund Type-Agency Funds  
Combining Schedule of Changes in Net Assets-continued  
For the Year Ended June 30, 2007

	Sheriff's Civil Fund	Cash Bond Fund	Tax Collector Fund	Total
Attorney's, Litigants, Appraiser, etc.	\$160,084	\$ 5,952	\$ 0	\$ 166,036
Other Sheriff's	1,483	0	0	1,483
Garnishments	82,475	0	0	82,475
Redemption Deeds	18,356	0	0	18,356
Other Settlements	<u>39,458</u>	<u>0</u>	<u>30,935</u>	<u>70,393</u>
Total Deductions	<u>\$372,930</u>	<u>\$164,543</u>	<u>\$6,457,249</u>	<u>\$6,994,722</u>
Unsettled Balances-End of Year	<u>\$ 754</u>	<u>\$ 10,689</u>	<u>\$ 349,254</u>	<u>\$ 360,697</u>

See notes to financial statements.

## COMPLIANCE AND OTHER MATTERS

# *Johnson, Thomas & Cunningham*

*Certified Public Accountants*

*Edith G. Johnson, C.P.A. — A Professional Corporation (1997-1998)*

*Mark D. Thomas, C.P.A. — A Professional Corporation*

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## **REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

**James Jordan, Sheriff  
of Winn Parish  
P. O. Box 950  
Winnfield, LA 71483-0950**

We have audited the financial statements of the governmental activities, the major fund, fiduciary funds and the aggregate remaining fund of the Winn Parish Sheriff as of and for the year ended June 30, 2007, which collectively comprise the Winn Parish Sheriff's basic financial statements and have issued our report thereon dated December 27, 2007. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

### **Internal Control over Financial Reporting**

In planning and performing our audit, we considered the Winn Parish Sheriff's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Winn Parish Sheriff's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Winn Parish Sheriff's internal control over financial reporting.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the Winn Parish Sheriff's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the Winn Parish Sheriff's financial statements that is more than inconsequential will not be prevented or detected by the Winn Parish Sheriff's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the Winn Parish Sheriff's internal control.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Winn Parish Sheriff's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

This report is intended solely for the information of the Louisiana Legislative Auditor and management of the Winn Parish Sheriff and is not intended to be and should not be used by anyone other than these specified parties. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Johnson, Thomas & Cunningham  
Johnson, Thomas & Cunningham, CPA's

December 27, 2007  
Natchitoches, Louisiana

Winn Parish Sheriff  
Winnfield, Louisiana  
Schedule of Prior Year Audit Findings  
For the Year Ended June 30, 2007

Finding-

For the year ended June 30, 2006 actual expenditures exceeded budgeted expenditures by more than 5%, and the budget was not amended accordingly.

Current Status-

Actual revenues and expenditures did not exceed budgeted amounts by more than 5% for the current year.